1. Packet

   Documents: 2014-02-19_PC-PACKET .PDF

Agenda
Planning Commission
Council Chambers
Wednesday, February 19, 2014 - 7:00 P.M.

I. Call to Order

II. Roll Call

Roderick Johnson, Chair	P	A
Anthony Bedogne	P	A
Mark Bullard	P	A
Gary Clark	P	A
Phil Hollifield	P	A
Heidi Jugenitz	P	A
Brett Lenart	P	A
Richard Murphy	P	A
Cheryl Zuellig	P	A

III. Approval of Minutes
- January 15, 2013

IV. Audience Participation
Open for general public comment to Planning Commission on items for which a public hearing is not scheduled.

V. Public Hearing Items
none

VI. Old Business
- Zoning Ordinance Presentation: Form-based Code & Building Types
- Water Street Update

VII. New Business
- 1715 Washtenaw – site plan - Ypsilanti Urgent Care (BW)

VIII. Committee Reports
- Non-Motorized Committee
- Annual Report Committee

IX. Future Business Discussion / Updates

X. Adjournment

PLANNING COMMISSION
MEETING MINUTES
January 15, 2014
CITY COUNCIL CHAMBER
7:00 P.M.

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I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

II. ROLL CALL

Present: R Johnson, A. Bedogne, M. Bullard, H. Jugenitz, Brett Lenart, G. Clark, C, Zuellig, P. Hollifield

Absent: R. Murphy (excused)

Staff: Teresa Gillotti, Community Development Director
Bonnie Wessler, Planner I
Nan Schuette – Executive Secretary

Commissioner Clark moved to reverse items 6 and 7 on the agenda (Support: P. Hollifield) and the motion carried unanimously.

III. APPROVAL OF MINUTES – December 18, 2013

Commissioner Clark moved to approve the minutes of December 18, 2013 (Support: C. Zuellig) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS

1. Parkridge Homes

Ms. Gillotti stated that this is a request for Special Use Permit and Site Plan approval for demolition of 80 units and redevelopment of 86 units of rental housing.

She added that the Housing Commission is pursuing a new program through Housing and Urban Development Department's Rental Assistance Demonstration (RAD) project that would result in the demolition of the former Parkridge Public Housing replacing it with newly constructed family rental housing that was put out by HUD. It allows the Housing Commission to change the whole style of providing affordable housing in Ypsilanti. It would take the property out of public ownership into a public/private partnership and at that time, would be able to seek investment in the form of low-income tax credits. HUD would create project based vouchers that would stay with the site guaranteeing rent for the project giving them a steady income allowing them to handle some of the investment.

She noted that there are representatives in attendance from Chesapeake Partners, who also handle Hamilton Crossing as well as Zach Fosler, Director of Housing Commission. City Council must agree to transfer the property, which is one of two approvals that are required. This is also contingent on a lot split to limit the project area and the change in ownership.

Ms. Gillotti reviewed all of the special use criteria noting that there were no items that needed to be addressed. She also reviewed the requirements, signage, lighting, and landscaping, all of which will have to be included in future plans.

Commissioner Lenart moved to open the public portion of the hearing (Support: G. Clark) and the motion carried unanimously.

Eric Maring and Greg Hoogland, Architects, Hooker/DeJong, Inc. were in attendance to represent the applicant.

Mr. Maring stated that part of the funding for this is a low income housing tax credit thru MSHDA and part of that is local approval. They have been working with the community and the city pretty aggressively to come up with a design. They are aware that there is some missing information to be provided and they do have a civil engineer who is engaged in the project. The application is due February 14, 2014.

Mr. Hoogland reviewed the architectural drawings stating that the existing buildings are block in nature, somewhat institutional, facing inwards rather than facing the streets; they are planning a design that is oriented more toward the street as a response to residents who are concerned about safety. He detailed the types of proposed homes, which have the appearance of a traditional neighborhood with several different styles of buildings with front porches. They are proposing improved landscaping features and playground features as well as a clubhouse and community garden. He reviewed the different styles of homes, 2 bedrooms, 3 bedrooms and 4-plexes each with one bedroom. They will comply with all signage requirements.

A number of questions and concerns were asked by various board members, referring to parking, types of materials to be used, mailboxes, water meters, size of community center, location of management office, stormwater, location of bike parking, and duration of financing. All of their questions and concerns were responded to in detail by the architects, Vickie Vaughan from Chesapeake and Zach Fosler from the Ypsilanti Housing Commission.

Beverly Washington James – asked if the properties would have basements, to which the response was in the negative. She had a number of questions on the property lines/height of proposed fence, since her property abuts the southern edge of the proposed project and has encountered water problems from the current buildings on to her property.

Paul Schreiber, 922 Pleasant, is a former Housing Commissioner and currently the Mayor. It is his opinion that this private/public investment is the best thing for potential residents and the neighbors. It is also his opinion that the developer is top notch and totally supports this project.

Commissioner Lenart moved to close the public portion of the hearing (Support: G. Clark) and the motion carried unanimously.

Commissioner Zuellig was concerned about the number of conditions – has no problem with the permit, however, had questions on the detention space, lack of landscape plan, building materials, etc. Commissioner Lenart agreed with Commissioner Zuellig on the number of conditions, but feels that this is a unique situation with timing issues involved. Commissioner Clark concurred with Lenart. Commissioner Bullard also stated his concerns and wondered if it could be delayed to February 12, two days prior to when the application is due.

After further discussion on all of their concerns, Commissioner Bedogne moved to approve the Special Use Permit for the Redevelopment Parkridge Homes at 601 Armstrong with the following findings and conditions:

Findings:
1. The application is substantially in compliance with Sec 122-165(b)
2. This is furthering affordable housing in the community via a public/private partnership between the Ypsilanti Housing Commission and the City of Ypsilanti.

Conditions:
1. Special Use approval shall be subject to approval of site plan.

The motion was supported by Commissioner Lenart. A roll call vote was taken and carried unanimously.

Commissioner Lenart moved to approve the Site Plan for the Parkridge Homes at 601 Armstrong with the following findings, waivers, and conditions:

Findings:
1. The application substantially complies with Sec 122-127.

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Waivers:

1. For up to a 20% reduction in the required parking, due to site dimensional constraints resulting in between 138 and 168 spaces.
2. In-ground irrigation.
3. Provide 18' deep parking spaces with appropriate curb or parking block.

Conditions: Revised plan be provided to City Planner that satisfactory provides the following:

1. Revised lot area and all related calculations on cover sheet to reflect the surveyed area of 7.39 acres (west of Armstrong) rather than entire parcel area.
2. Clarify legal description and apply for lot split.
3. Add building heights to elevations for each building type.
4. Add all elevations for building types.
5. Update site plan with any signage elevations, including dimensions.
6. 4-plex parking cannot include two stacked spaces. Reconfigure.
7. Remove three parking spaces in SE corner of the site (off Armstrong Drive) as well as three spaces at the SW corner of First Avenue.
8. Applicant to consider adding bicycle parking.
9. Applicant to provide pedestrian crosswalk signage, pavement markings, and appropriate signage for proposed traffic circle.
10. Existing and proposed calculations shall be provided for the net increase/decrease of impervious surface.
11. The applicant shall demonstrate the largest anticipated emergency vehicle can navigate the traffic circle and modify as necessary to meet requirements.
12. Any alterations to the street network or building lay-out shall require resubmission.
13. All items from the engineering letter dated January 10, 2014. Engineering plans shall ensure that stormwater does not rely on adjacent properties for drainage.
14. Lighting plan to be submitted subject to administrative approval.
15. Provide full landscaping plan subject to administrative approval in accordance with zoning ordinance including:
    a. Foundation landscaping for community building and townhome and 4-plex units
    b. Parking lot trees in and around parking areas.
16. Provide bump-outs or aisle caps for parallel parking on Armstrong Drive.
17. Provide dimensions/detail for southerly fence and dumpster enclosures and recommend that the fence be a minimum 6' privacy screen
18. Add street trees along First Avenue and Harriet Streets as part of landscaping plan.
19. Extend driveway to provide parking spaces for all units outside of required front yard setback.
20. Consider public dedication of Armstrong Drive as well as easement to Brook.
21. Specify all building materials with elevations for administrative approval.
22. All parking areas shall be paved in accordance with City standards.
23. All main entries will be via a sidewalk.

The motion was supported by Commissioner Clark. A roll call vote was taken and carried unanimously.

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VI. NEW BUSINESS

1. 517-521 Tyler – National Storage Expansion

Ms. Wessler stated that this is a request for site plan approval for one additional storage building of 3,000 square feet on an existing paved area. It is one of existing 13 buildings on this site. Primarily, the waivers are for landscaping as the site is below grade. Staff recommended approval with waivers and the condition that the applicant note height of building on plans.

Daniel Pogoda, was in attendance to represent his father who is the owner of the project. He stated that the proposed building was similar to the existing buildings.

Commissioner Jugenitz moved to approve the site plan for the National Storage Center expansion at 517-521 Tyler Road with the following findings, waivers and conditions:

Findings:
1. The application substantially complies with Sec 122-127.

Waivers:
1. To accept proposed screening between land uses, with the finding that the benefit intended to be secured by Sec 122-703 will exist with the proposed landscaping or screening.
2. To accept proposed foundation landscaping, with the finding that the benefit intended to be secured by Sec 122-706 will exist with the proposed landscaping or screening.
3. To accept proposed off-street parking landscaping, with the finding that the benefit intended to be secured by Sec 122-704 will exist with less than the required landscaping or screening.
4. To omit in-ground irrigation, with the finding that the benefit intended to be secured by Sec 122-712 will exist due to the well established nature of the existing landscaping.

Conditions:
1. Applicant to note on the site plan the height of the proposed building.

Commission Clark supported the motion and it carried unanimously.

VII. OLD BUSINESS

1. Water Street Update

Ms. Gillotti stated that council approved the infrastructure for the 4-story, 70 unit proposed project on affordable housing. A letter of intent will be coming before city council on Tuesday, January 22nd.

Commissioner Zuellig asked if there was any update on the ability to share parking that she had brought up in a previous meeting during the discussion of the Recreation Development. Ms. Gillotti responded that staff did not have a resolution on it but they are looking at all options of shared parking.

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Ms. Gillotti stated that staff is hoping to close on the Family Dollar in March or April with building to start soon after.

2. Zoning Ordinance Update

Ms. Gillotti stated that she hopes to have the first draft in a week and hopefully have the commission members look at the preliminary next month.

VIII. COMMITTEE REPORTS

1. Non-Motorized Committee

The minutes were not included in the report but will be included in next month's meeting.

2. Annual Report Committee – next month.

VII. FUTURE BUSINESS DISCUSSION/UPDATES

1. Zoning draft

VIII. ADJOURNMENT

Since there was no further business, Commissioner Lenart moved to adjourn the meeting (Support: G. Clark) and the motion carried unanimously. The meeting adjourned at 9:40 p.m.

DRAFT

City of Ypsilanti
Community & Economic Development Department

06 Feb 2014

Staff Review of Site Plan Application
Ypsilanti Urgent Care
1715 Washtenaw

GENERAL INFORMATION

Applicant:	Moe Wilcox Ypsilanti Urgent Care 1715 Washtenaw Ypsilanti, MI 48197
Project:	Ypsilanti Urgent Care
Application Date:	15 Jan 2014
Location:	South-west corner of Washtenaw and Marion, between Mansfield and Courtland
Zoning:	B1, Neighborhood Business; Residential-Commercial Overlay; Entryway Overlay
Action Requested:	Site plan approval
Staff Recommendation:	Approval

PROJECT AND SITE DESCRIPTION

The parcel is 0.25 acres in size, fronting on Washtenaw Avenue, with vehicle access from Marion Street, and a rear entry. There is an existing ~2,000 square foot building and 8-space parking lot. The applicant is proposing a change of use from business offices (AAUP) to medical clinic. The property is zoned **B1 – Neighborhood Business**, which allows medical clinics as a Permitted Use.

The proposed renovations are largely interior to the building; site improvements include sidewalks on both frontages, parking lot, dumpster enclosure, and lighting changes to conform to current ordinances.

Figure 1: Subject Site Location

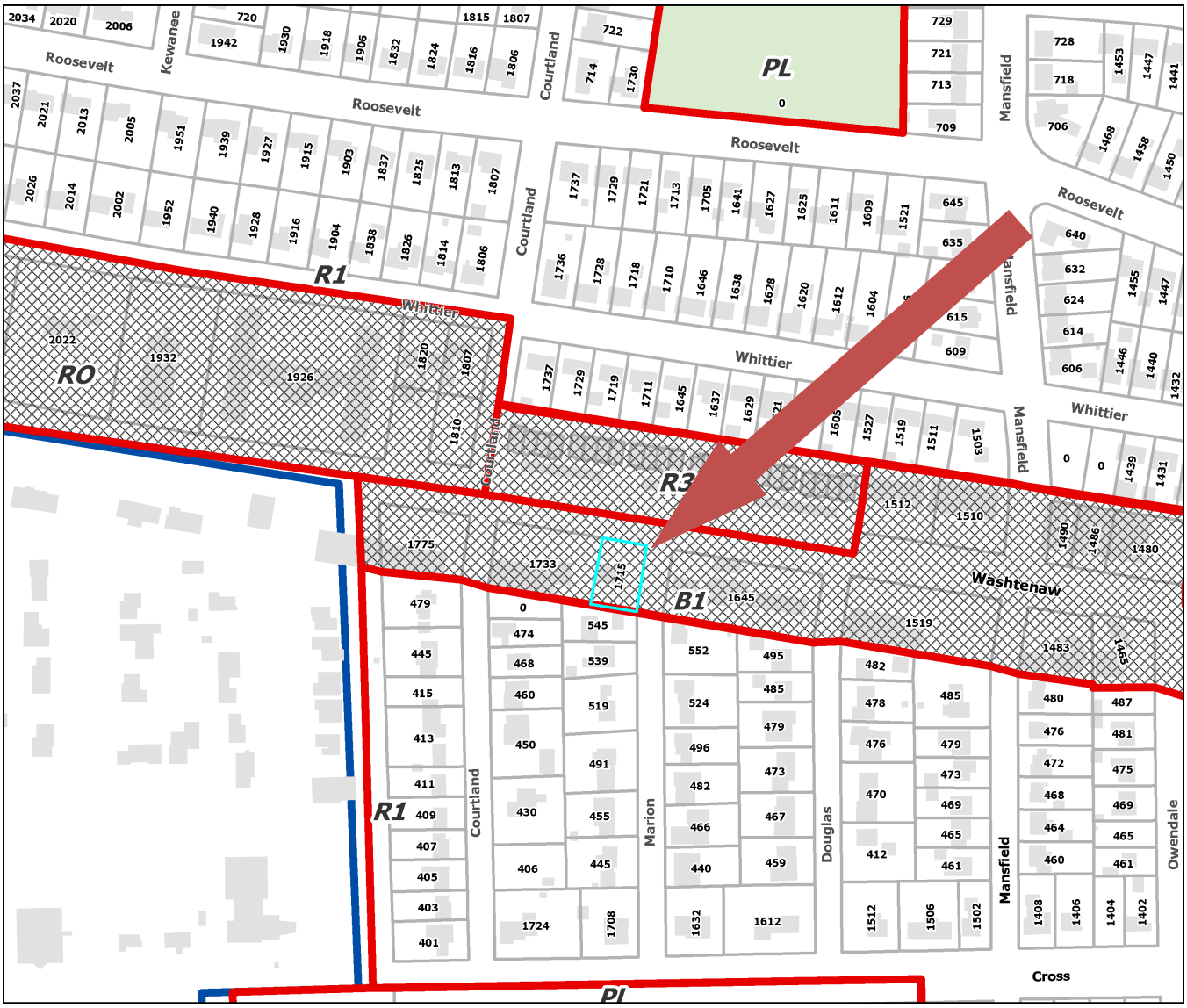
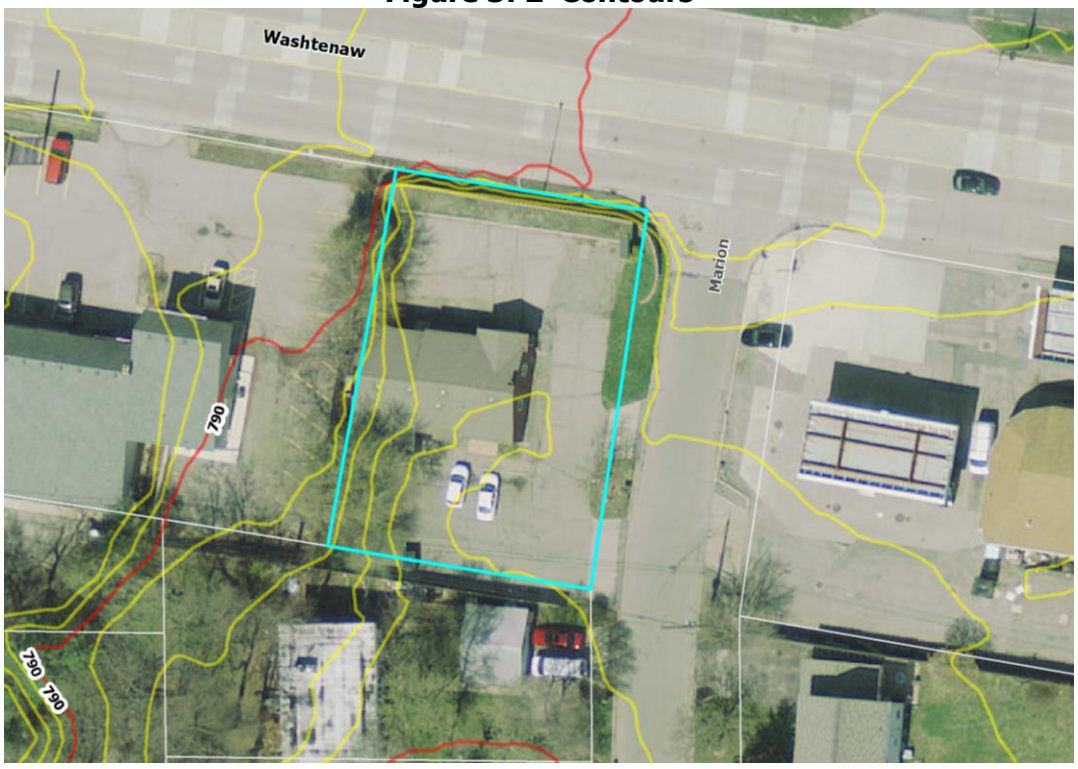


Figure 2: Site Aerial (2010)

Figure 3: 2' Contours



Note retaining wall along Washtenaw and north Marion frontages due to ~8' grade change.

Figure 4: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	multifamily building (condos)	R3, RCO, EO
EAST	gas station w/convenience store & car wash	B1, RCO, EO
SOUTH	single-family detached	R1
WEST	commercial strip	B1, RCO, EO

SITE PLAN: CRITERIA AND REVIEW §122-127

STANDING §122-127(1)

The applicant is legally eligible to apply for site plan review, and all required information has been provided.

REQUIREMENTS §122-127(2)

Figure 5: Requirements

ORDINANCE REFERENCE		REQUIRED	EXISTING CONDITIONS	PROPOSED
B1: §122-354	**LOT AREA**	Determined by use, setbacks, screening and parking requirements.	0.25 ac	unchanged
B1: §122-354	**LOT WIDTH**	Determined by use, setbacks, screening and parking requirements.	~83′	unchanged
EO, RCO: §122-559, §122-553	**LOT COVERAGE** (buildings or structures)	Not more than 40%	2,000 sqft 18.4%	unchanged
	SETBACKS			
EO, RCO: §122-559, §122-553	**front**	10′ min	44′	unchanged
B1: §122-354	**side**	0′ if fire-retardant; 3′otherwise	west: ~6′	unchanged
B1: §122-354	**street side**	Equal to front yard; 20′ min.	east: ~35′	unchanged
EO, RCO: §122-559, §122-553	**rear**	35′ min	~45′	unchanged
B1: §122-354	**abutting residential (rear)**	25′ min	~45′	unchanged

ORDINANCE REFERENCE		REQUIRED	EXISTING CONDITIONS	PROPOSED
EO: §122-558 / §122-705	**Greenbelt**	10' along all property lines	no greenbelt.	**Waiver requested.**
B1: §122-355	**HEIGHT**	Lesser of two stories or 30'; exceptions in §122-640 (EO and RCO are less strict, but defer to stricter standard)	one story	unchanged.
§122-641	**LIGHTING**	• down-directed and shielded • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc		**Photometric &/or cut sheet for new fixtures needed to ensure compliance with ordinance.**
§122-647	**SIDEWALKS**	provide a sidewalk or shared-use path	no sidewalk on either frontage	sidewalk proposed; ROW permit applications submitted.
§122-707 RCO: §122-552 EO: §122-558	**LANDSCAPING**	10%		~1,100+ sf 10%
§122-836	**PARKING**	1 per 200sf usable area in waiting area; plus 1 per exam room o 230 sf: 1 space o 4 exam rooms: 4 spaces o 1 of which barrier-free	undefined	8 spaces, 1 of which barrier-free.
§122-861 et seq **EO: §122-558 RCO: §122-552**	**SIGNAGE**	• Pylon/ground not permitted • Freestanding signs no taller than 10' • Building Mounted: max of 3 sq ft per ft of frontage • Ground: max of 40 sq ft, 10 ' tall; must be ≥3' from front property line; ≥10' from side or rear.	two illuminated wall signs; one refaced monument sign.	To remain- permit pending for signs. Temporary signage subject to §122-866(c).

Items to be Addressed: *Applicant to submit a photometric plan &/or cut sheets for outdoor lighting.*

BUILDING LOCATION AND SITE ARRANGEMENT §122-127(3)

There is one building on the lot, roughly centered north-to-south, placed along the west property line. Parking is located in front of and behind the building; a dumpster and enclosure are proposed in the southwest corner. The building and parking are significantly higher than Washtenaw; Marion is descends from being almost level with the site towards the south to meet Washtenaw towards the north. This arrangement will be unchanged.

Items to be Addressed: *None.*

SITE ACCESS, TRAFFIC, AND PARKING §122-127(4)

The site is accessed from Marion; there is no access from Washtenaw due to the grade separation. There are two curb-cuts due to the narrowness of the drive linking the front and back portions of the parking lot. There are no sidewalks on either street frontage. The project is within walking distance of The Ride route #4, along Washtenaw, and within walking distance of route #5, along Cross/Packard. However, there is no sidewalk further south along Marion.

Eight parking spaces, one of which is barrier-free, are proposed. The majority of these spaces are in the "front" parking lot; the barrier-free space and one other are in the rear, near the main, accessible entrance.

Items to be Addressed: *None.*

ENGINEERING & STORMWATER §122-127(5), §122-127(6)

The proposed construction is not in a floodplain or floodway; no expansion of the building footprint or additional impervious surface is proposed. No engineering review is required.

SCREENING §122-127(7)

Figure 6: Screening

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-703 Screening Between Land Uses	visual buffer of at least 80% opacity and 6' height along south boundary	opaque 6' wooden fence to remain	unchanged
§122-704 Off-Street Parking Landscaping	1 tree per 8 spaces (8/8 = 1)	4 trees on-site	12 new trees total 16 trees
	landscape island per 16 continuous spaces	n/a	n/a
	ends of all aisles and corners protected	--	all aisle ends protected
	minimum distance of 3' from curb backside to landscaping	--	wheel stops provided
	must be screened per 122-703 if conflicting land use	conflicting land use to south; currently screened by fence	unchanged
	must be screened from public ROW (Marion, Washtenaw)	Washtenaw: grade separated Marion: one tree	Washtenaw: 3 trees, 25 shrubs Marion: 3 trees, 22 shrubs

ORDINANCE REFERENCE		REQUIRED	EXISTING CONDITIONS	PROPOSED
		prevent vehicular encroachment into landscaping, structures		wheelstops provided
§122-705	**Greenbelt Landscaping**	1 tree per 20' along ROW	none	4 trees

§122-706	**Foundation Landscaping**	screen buildings from parking areas/ ROWs
		1 ornamental tree and 6 shrubs per 30'
		• rear parking: 50'
		  ○ 10 shrubs
		  ○ 2 trees
		• front ROW: 50'
		  ○ 10 shrubs
		  ○ 2 trees
		• East ROW: 35'
		  ○ 6 shrubs
		  ○ 1 trees
			none; fully paved.	**Waiver requested due to extensive greenbelt landscaping and site parking dimensional constraints.**

§122-650, §122-709	**Refuse Containers**	masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door, on a concrete pad	--	CMU dumpster enclosure shown.
§122-712	**Maintenance**	install underground sprinkler system		**Waiver requested.**
§122-714	**Fencing, hedges, walls, berms**	no taller than 10' in side/rear yard	existing wood fence in rear; existing 3' vinyl fence on west boundary	unchanged.

Items to be Addressed:

1. *Waiver requested for foundation landscaping.*
2. *Waiver requested for in-ground irrigation.*

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including sidewalks, curbs, and driveways on Marion. Applicant applied for such permit on 2/5/2014.

MICHIGAN DEPARTMENT OF TRANSPORTATION

The applicant is responsible for obtaining permits from the Michigan Department of Transportation before beginning work on any portion of the State right-of-way, including sidewalks, curbs, and driveways on Washtenaw Avenue. It is our understanding that the applicant has applied for such permit.

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission ***approve*** the Site Plan for the Ypsilanti Urgent Care at 1715 Washtenaw with the following findings, waivers, and conditions:

Findings

1. The application substantially complies with §122-127.

Waivers

1. To accept proposed foundation landscaping, with the finding that the benefit intended to be secured by §122-706 will exist with less than the required landscaping or screening.
2. To omit in-ground irrigation, with the finding that the benefit intended to be secured by §122-712 will exist with an alternate watering plan.

Conditions

1. Applicant to submit a photometric plan &/or cut sheets for outdoor lighting, subject to administrative review.

Bonnie Wessler
Planner I, Community & Economic Development Dept.

CC File
Applicant

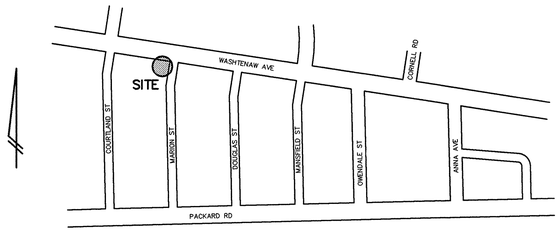
SITE PLAN

YPSILANTI URGENT CARE

A PART OF THE SOUTHWEST 1/4 SECTION 5, T3S, R7E,
CITY OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN

FOR:
YPSILANTI URGENT CARE, PLLC
1715 WASHTENAW AVE
YPSILANTI, MI 48197

JANUARY, 2014



VICINITY MAP
(NO SCALE)

CONSTRUCTION NOTES

1. ALL WORK ON THIS SITE WILL BE IN ACCORDANCE WITH ALL APPLICABLE CURRENT STANDARDS & SPECIFICATIONS OF THE CITY OF YPSILANT EXCEPT AS HEREIN MODIFIED.
2. IT IS ESSENTIAL THAT THE CONTRACTOR FAMILIARIZE HIMSELF WITH THE SITE PRIOR TO SUBMITTING PROPOSAL.
3. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO VERIFY AND/OR OBTAIN ANY INFORMATION NECESSARY REGARDING THE PRESENCE OF UNDERGROUND UTILITIES WHICH MIGHT AFFECT THIS JOB.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR DAMAGE TO AND THE REPAIR OF ANY EXISTING UTILITY LINE IN THE CONSTRUCTION ZONE.
5. AT LEAST 72 HOURS PRIOR TO ANY EXCAVATION, THE CONTRACTOR SHALL CALL "MISS DIG" (1-800-482-7171) FOR UTILITY LOCATIONS.
6. LOCATION OF EXISTING UTILITIES WERE TAKEN FROM EXISTING PLANS. LOCATIONS WERE FIELD VERIFIED WHERE POSSIBLE.
7. CONTRACTOR MUST OBTAIN AN EROSION CONTROL PERMIT FROM THE CITY OF YPSILANTI PRIOR TO BEGINNING EARTH MOVING. CONTRACTOR WILL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO BEGINNING CONSTRUCTION.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLATION, MAINTENANCE AND REMOVAL OF ALL TEMPORARY EROSION CONTROL MEASURES PER THIS APPROVED PLAN.
9. ANY CONDITIONS EXISTING ON THE SITE THAT ARE NOT CONSISTENT WITH THE PLANS OR SOIL EROSION SEDIMENTATION PERMIT WILL RESULT IN A STOP WORK ORDER AND REVOCATION OF THE SOIL EROSION SEDIMENTATION CONTROL PERMIT.
10. ALL FILL MATERIAL MUST BE PLACED IN LIFTS NOT EXCEEDING 12 INCHES AND COMPACTED TO 95% OF THE MAXIMUM UNIT WEIGHT.
11. ALL CONSTRUCTION TRAFFIC CONTROL SHALL BE SIGNED PER THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. CONTRACTOR SHALL MAINTAIN ACCESS FOR EMERGENCY VEHICLES AT ALL TIMES.
12. MDOT PERMIT IS REQUIRED FOR WORK WTHIN THE WASHTENAW AVE RIGHT OF WAY.

OWNER:
YPSILANTI URGENT CARE, PLLC
1715 WASHTENAW AVE
YPSILANTI, MI 48197

SITE DATA

Existing Zoning: B1 - Neighborhood Business
E-OL - Entry Overlay District
RC - OL - Residential-Commercial Overlay District

	REQUIREMENT			PROVIDED	
		Units	Min/Max		Units
Lot size	NA			11,508	sf
Lot width	NA			84	ft
Setbacks/Yards					
Front	10	ft	Max[1]	42.5/25.5	ft[3]
Side	4.5	ft	Min	6	ft
Rear	35	ft	Max[1]	50	ft
Building Size					
Lot coverage	40%		Max[1]	16.1%	
Floor area				1,854	sf
Height - ft	30	ft	Max		
Height - stories	2	stories	Max	1	story

1: Per Entry Overlay District regulations
2: Per Residential Commercial Overlay District regulations
3: Washtenaw Ave/Marion St front setbacks

USE: Medical Office

Requirement	REQUIRED		BASIS	# REQUIRED	# PROVIDED
Waiting rooms	1 space per	200 sf usable floor area	230 sf	1 spaces	4 spaces
Examining rooms	1 space per	1 examining room	4 examining rooms	4 spaces	4 spaces
Accessible spaces	1 space per	25 parking spaces	8 spaces	1 space	1 space

WASHTENAW ENGINEERING
CIVIL ENGINEERS • PLANNERS
SURVEYORS • LANDSCAPE ARCHITECTS
P.O. BOX 1128
3526 WEST LIBERTY RD, STE 400, ANN ARBOR, MICHIGAN 48106
TEL. 734-761-8800 FAX. 734-761-9530
E-MAIL: weco@wengco.com

STATE OF MICHIGAN — Robert J. Wanty — Engineer No. 28666 — PROFESSIONAL ENGINEER

SHEET TITLE — SHEET NO.

COVER SHEET 1
TOPOGRAPHICAL SURVEY 2
SITE, GRADING AND LANDSCAPE PLANS 3
DETAILS 4
ARCHITECTURAL PLANS A-1

PREPARED BY _____
ROBERT J. WANTY P.E., MICH No. 28666

ORIGINAL: 1-15-2014

YPSILANTI URGENT CARE

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THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING RECORDS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN-SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATIONS INDICATED ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

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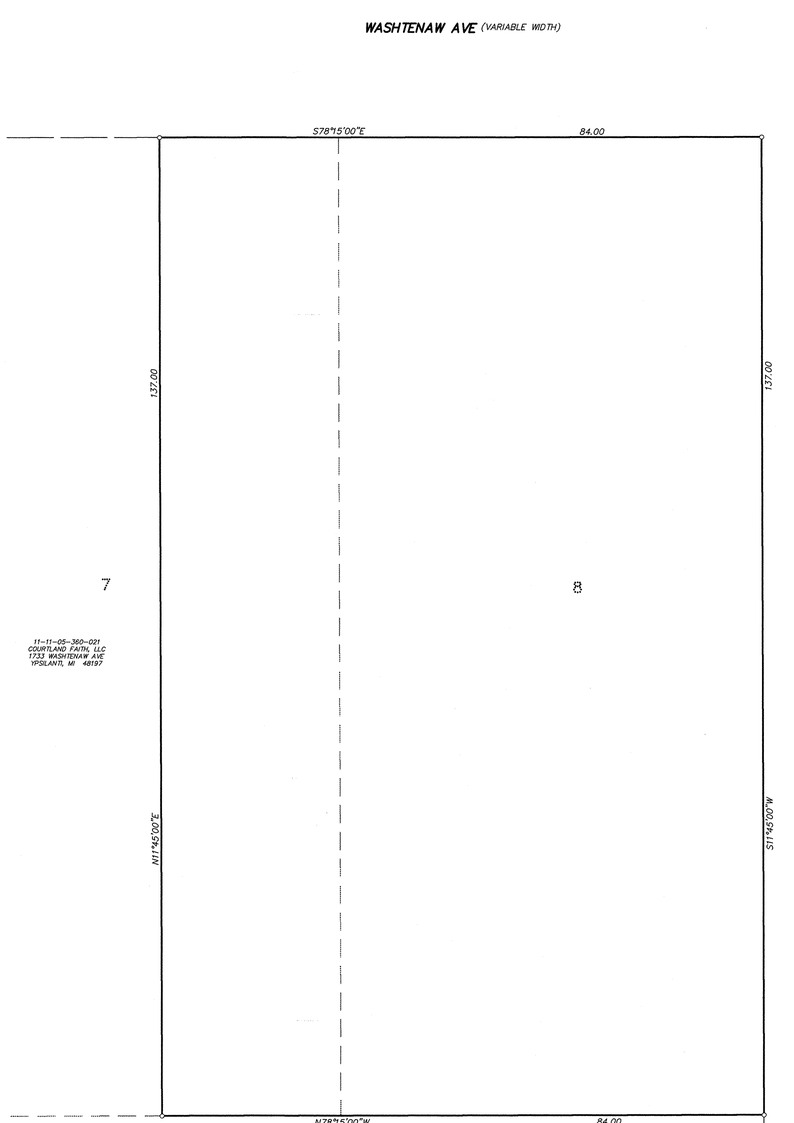
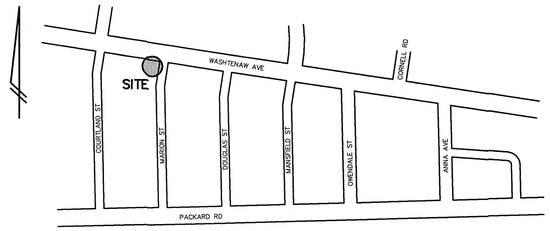
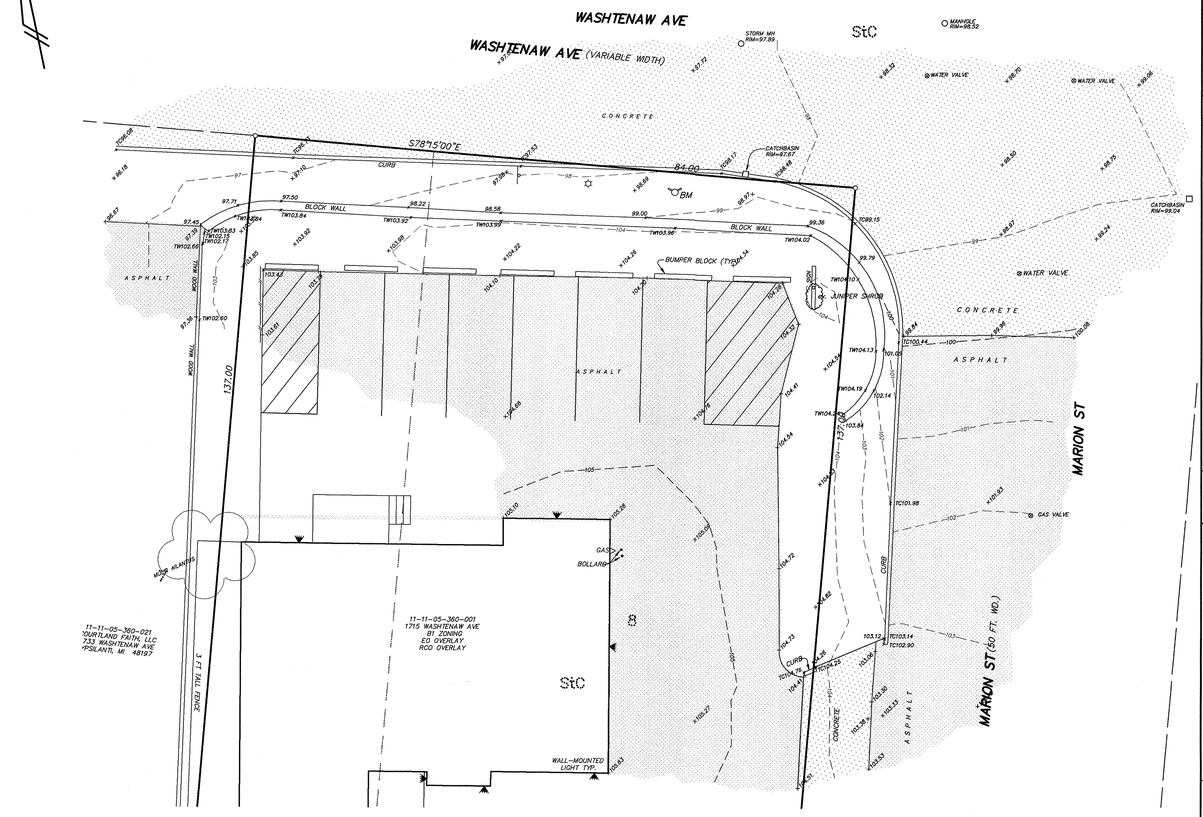




VICINITY MAP
(NO SCALE)



NOTES:
- BOUNDARY HAS NOT BEEN FIELD VERIFIED.
- FIELD SURVEY ONLY INCLUDED ELEMENTS ON NORTHERN PART OF PROPERTY. REMAINING ELEMENTS, INCLUDING PROPERTY LINES, LOCATED FROM AERIAL PHOTOS, EWASHTENAW.ORG

WASHTENAW COUNTY SOIL SURVEY CLASSIFICATION
StC – ST. CLAIR CLAY LOAM, 6 TO 12 PERCENT SLOPES
• • • • • • – SOILS BOUNDARY

SOILS ARE BASED ON USDA SOIL SURVEY OF WASHTENAW COUNTY.

Know what's below. Call before you dig.

LEGEND
- ☼ = LIGHT POLE
- ⌀ = UTILITY POLE
- ⌀ = GUY ANCHOR
- ☆ = HYDRANT
- 101.23 = SPOT ELEV.
- ⌀ = POST
- ⊗ = GATE VALVE
- —⌀— = SIGN
- TC = TOP OF CURB
- TW = TOP OF WALL
- ○ = MANHOLE
- □ = CATCHBASIN
- ◡ = END SECTION
- —·—·— = GRAVEL
- —x—x— = FENCE
- = CONCRETE
- = ASPHALT
- —— t —— = EXISTING STORM
- —— s —— = EXISTING SANITARY
- —— w —— = EXISTING WATER
- —— g —— = EXISTING GAS
- —— e —— = EXISTING ELECTRIC
- —— t —— = EXISTING TELEPHONE

BENCHMARK TOP NUT ON HYDRANT SOUTH OF WASHTENAW AVE & WEST OF MARION ST. ELEV=101.59 (ASSUMED DATUM).

REVISIONS –

SCALE 20
0 5 10
SCALE: 1"=10'

PREPARED BY
ROBERT J. WANTY P.E., MICH No. 28666

CIVIL ENGINEERS
PLANNERS • SURVEYORS
LANDSCAPE ARCHITECTS
3526 W. LIBERTY RD
SUITE 400
ANN ARBOR, MI 48103
TEL. 734-761-8800
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WASHTENAWENGINEERING.COM

WASHTENAW ENGINEERING

CLIENT
MOE WILCOX
1000 E. STADIUM BLVD
ANN ARBOR, MI 48104

PROJECT
YPSILANTI
URGENT CARE

SHEET
TOPOGRAPHICAL SURVEY

SECTION 5 TOWN 3 SOUTH RANGE 7 EAST
CITY OF YPSILANTI
WASHTENAW COUNTY • MICHIGAN
DATE 1-15-14 | JOB NO. 31788 | DWG NO. 788-TOPO | FIELD BOOK – | FILE NO. 10053
SHEET 2

H:\SURVeg\31788\dwg\788-topo.dwg, topo, 1/15/2014 11:28:47 AM, 1:1

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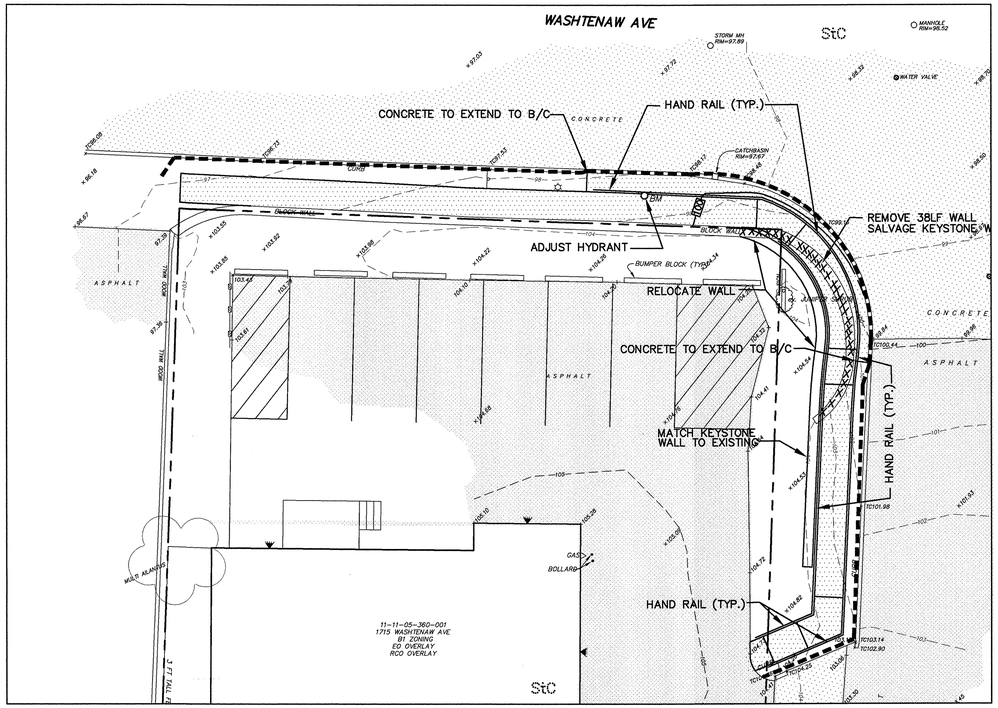
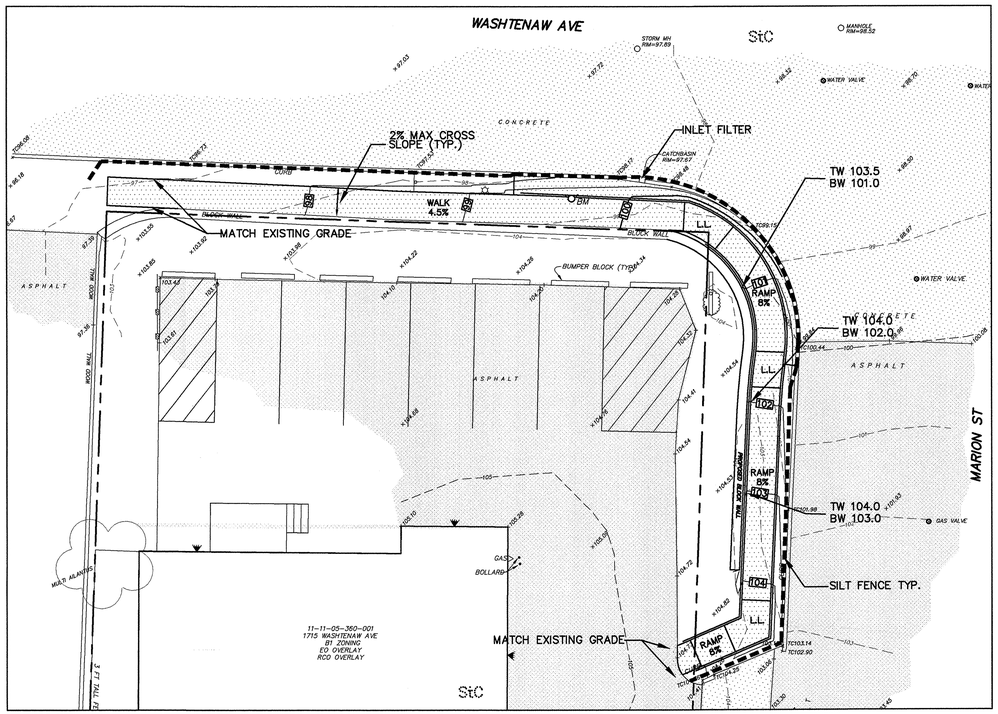
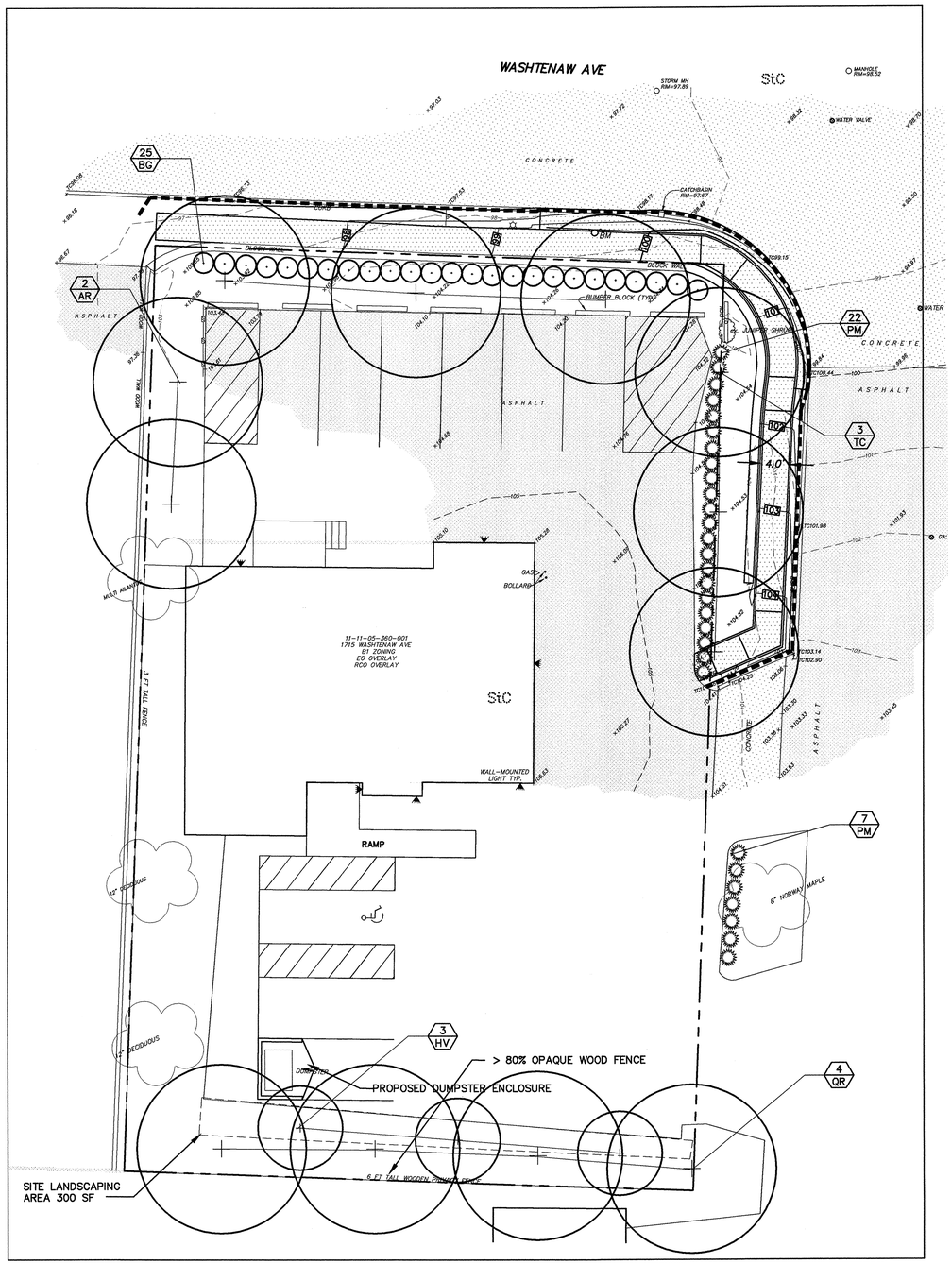


LAYOUT



LL = LEVEL LANDING,
2% MAX SLOPE

GRADING



NOTES:

- NO WORK ON PARKING LOTS IS PROPOSED – ALL EXISTING DRAINAGE TO REMAIN
- ONLY WORK PROPOSED WITH THESE PLANS ARE CONSTRUCTION OF SIDEWALK IN THE WASHTENAW AVENUE AND MARION ST RIGHTS-OF-WAY, REMOVAL OF PORTION OF EXISTING WALL AND INSTALLATION OF INDICATED LANDSCAPING.
- PROPOSED HANDRAILS ALONG SIDEWALK ARE REQUIRED BY ORDINANCE
- LANDSCAPING REQUIREMENTS AND PLANT LIST ARE ON DETAIL SHEET

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BENCHMARK *TOP NUT ON HYDRANT SOUTH OF WASHTENAW AVE & WEST OF MARION ST. ELEV=101.59 (ASSUMED DATUM).*

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SCALE 20
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SCALE: 1"=10'

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SHEET
LAYOUT, GRADING & LANDSCAPE PLAN

PROJECT
YPSILANTI URGENT CARE

SECTION 5 TOWN 3 SOUTH RANGE 7 EAST
CITY OF YPSILANTI
WASHTENAW COUNTY • MICHIGAN
DATE 1-15-14 JOB NO. 31788
DWG NO. –
FIELD BOOK –
FILE NO. 10053
SHEET 3

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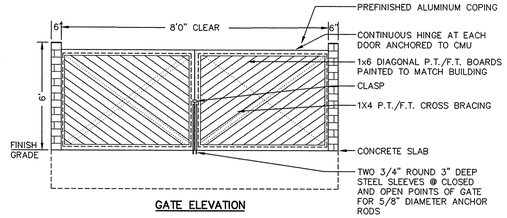
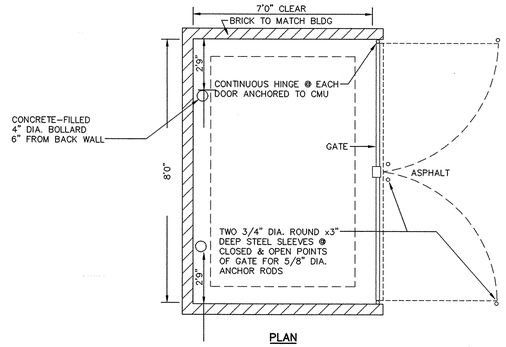
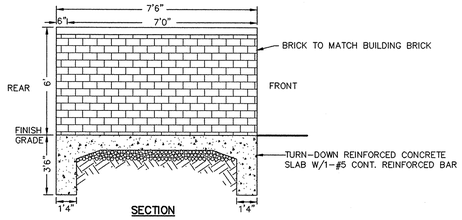


GATE ELEVATION



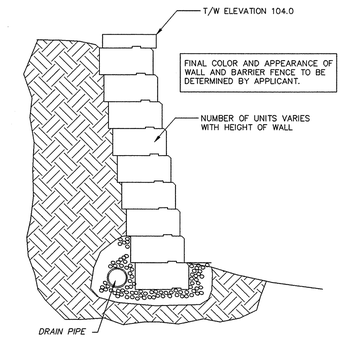
PLAN



SECTION

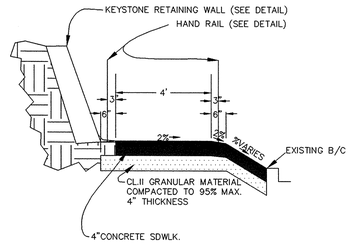
MASONRY DUMPSTER ENCLOSURE

(NOT TO SCALE)



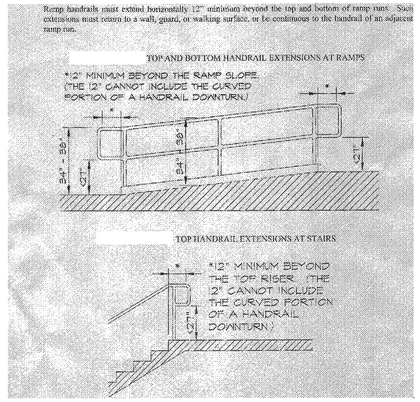
CONCRETE MASONRY UNIT WALL DETAIL

NOT TO SCALE



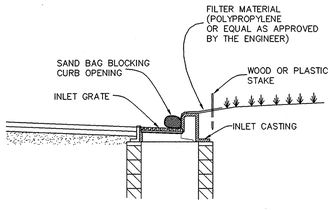
CONCRETE SIDEWALK

(NO SCALE)



HAND RAIL DETAIL

NOT TO SCALE



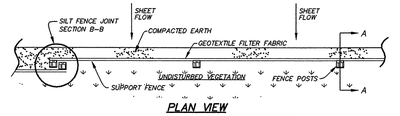
INLET FILTER

inlet filter

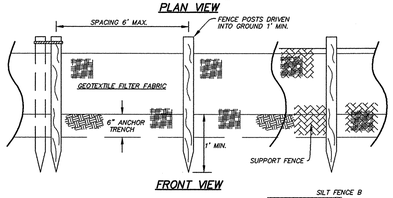
LANDSCAPING REQUIREMENTS - CITY OF YPSILANTI

Perimeter Greenbelt	Requirement	Basis	Required	Provided
Property Frontage				
Buffer Strip	10' buffer strip along all parcel boundaries[1] 1 solid wall with planting strip[2]			
Washtenaw	10' buffer strip[1]		10' buffer strip	8.14-9.71' wide buffer strip along road frontage
Marion	10' buffer strip[1]		10' buffer strip	8.42-8.90' wide buffer strip along road frontage
West Property Line - commercial	10' buffer strip[1]		10' buffer strip	6-13' wide buffer strip along property line*
				1 6' tall opaque wooden fence along southern 90'
South Property Line - residential	10' buffer strip[1]		10' buffer strip	7-11' wide buffer strip along property line*
				1 6' tall opaque wooden fence along entire line
Trees				
Washtenaw	1 tree per 30 LF frontage[1]	84 LF frontage	3 trees	3 new trees
Marion	1 tree per 30 LF frontage[1]	137 LF frontage	5 trees	1 existing tree
				4 new trees
West Property Line - commercial	1 tree per 30 LF frontage[1]	137 LF frontage	5 trees	3 existing trees
				2 new trees
South Property Line - residential	1 tree per 30 LF frontage[1]	84 LF frontage	3 trees	3 new trees
Shrubs				
Washtenaw	1 evergreen screen[1]			25 new evergreen shrubs
Marion	1 evergreen screen[1]			29 new evergreen shrubs
West Property Line - commercial				
South Property Line - residential				1 existing opaque wooden fence
Site Landscaping	10% of site exclusive of parking areas landscaped[1,2]	2742 sf remaining area	274.2 sf area canopy trees ornamentals evergreen trees shrubs	300 sf area along south edge of parking lot canopy trees 3 ornamentals evergreen trees shrubs
Interior Parking lot landscaping - not required as site has fewer than 20 spaces				
Foundation Plantings	Planting areas to be minimum of 6' deep			
Washtenaw Frontage	1 ornamental tree per 30 LF building frontage	52 LF frontage	2 trees	0 ornamental trees
	6 shrubs per 30 LF building frontage	52 LF frontage	11 shrubs	0 shrubs
Marion Frontage	1 ornamental tree per 30 LF building frontage	36 LF frontage	2 trees	0 ornamental trees
	6 shrubs per 30 LF building frontage	36 LF frontage	8 shrubs	0 shrubs
Dumpster Screening	Dumpster screen to be at least 6' high			
Enclosure	1 opaque dumpster screen	1 dumpster	1 screen	1 masonry screen to match building, with gate

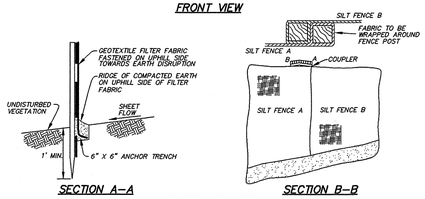
1: Per Entry Overlay District requiremenets
2: Per Residential-Commercial Overlay District requirements



PLAN VIEW



FRONT VIEW

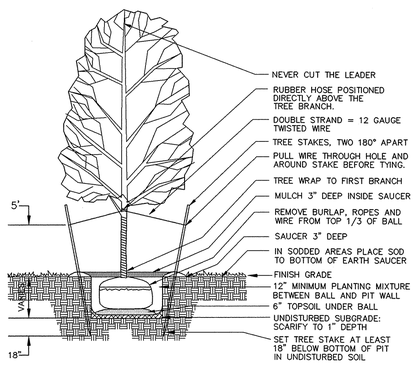


SECTION A-A SECTION B-B

SILT FENCE DETAIL

NOT TO SCALE

silt fence

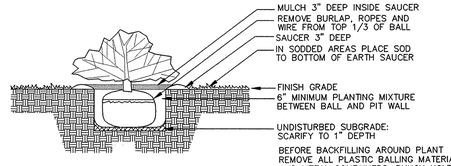


DECIDUOUS TREE PLANTING DETAIL

NOT TO SCALE

PLANT LIST

SYMBOL	QUANTITY	SCIENTIFIC NAME	COMMON NAME	SIZE	COMMENTS
AR	5	Acer rubrum 'Franksred'	Red Sunset Red Maple	2.5 Inches Cal.	B & B
BG	25	Buxus x Green Mountain	Green Mountain Boxwood	24 Inches Ht.	CONT. or B & B
HV	3	Hamamelis virginiana	Common Witch-hazel	36 Inches Ht.	CONT.
PM	29	Pinus mugo 'Mops'	Mops Mugo Pine	24 Inches Ht.	CONT. or B & B
QR	4	Quercus rubra	Red Oak	2.5 Inches Cal.	B & B
TC	4	Tilia cordata 'Greenspire'	Greenspire Linden	2.5 Inches Cal.	B & B



SHRUB PLANTING DETAIL

NOT TO SCALE

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LEGEND

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♂ = HYDRANT	—▫— = SIGN	◡ = END SECTION	= ASPHALT

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BENCHMARK *TOP NUT ON HYDRANT SOUTH OF WASHTENAW AVE & WEST OF MARION ST, ELEV=101.59 (ASSUMED DATUM).*

REVISIONS -

SCALE 40
0 10 20
SCALE: 1"=20'

PREPARED BY
ROBERT J. WANTY P.E., MICH No. 28666

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DETAILS

SHEET

PROJECT
YPSILANTI URGENT CARE

SECTION 5 TOWN 3 SOUTH RANGE 7 EAST
CITY OF YPSILANTI
WASHTENAW COUNTY • MICHIGAN
DATE 1-15-14
JOB NO. 31788
DWG NO. -
FIELD BOOK -
FILE NO. 10053
SHEET 4

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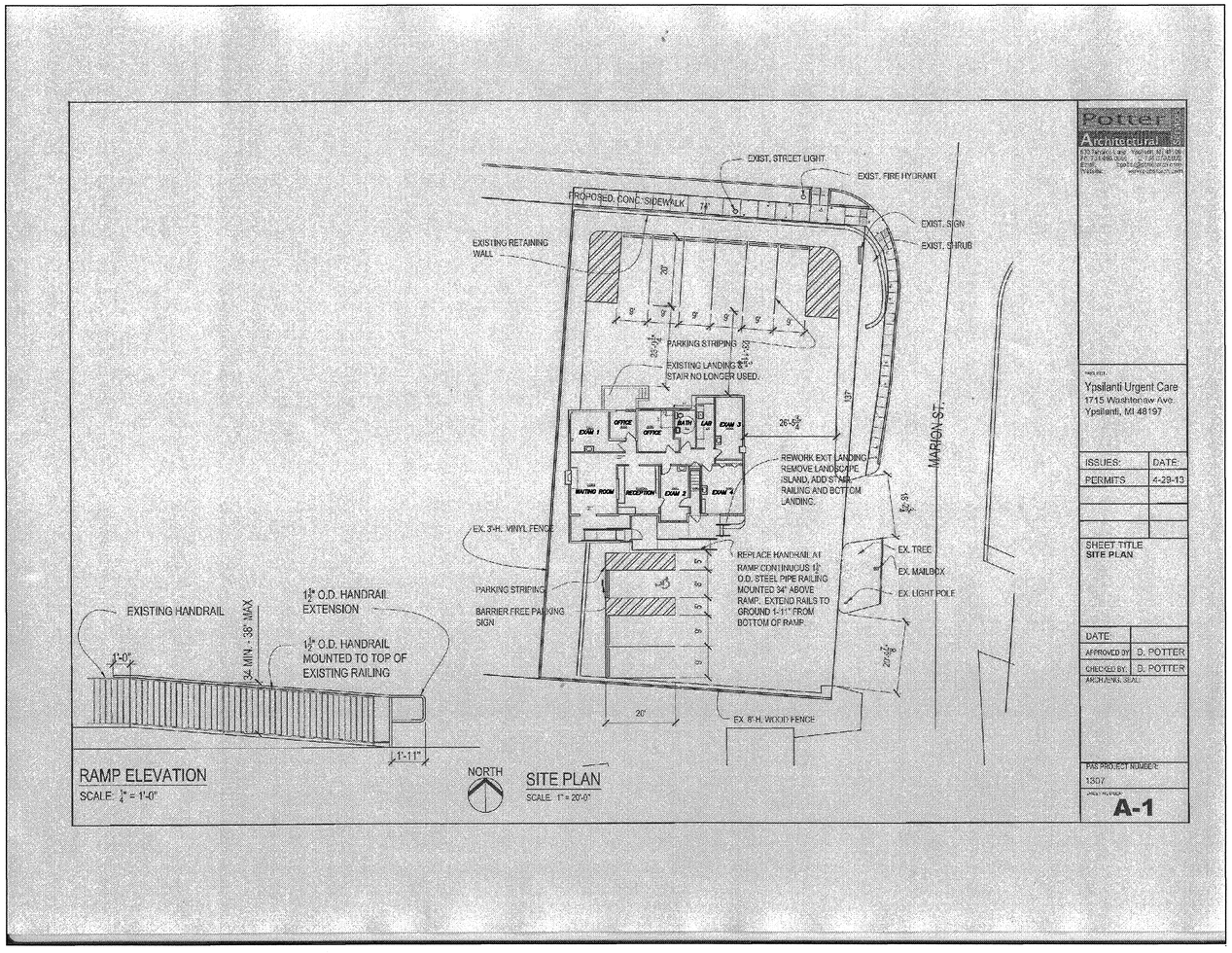

Potter Architectural

Ypsilanti Urgent Care
1715 Washtenaw Ave.
Ypsilanti, MI 48197

ISSUES:	DATE:
PERMITS	4-29-13

SHEET TITLE:
SITE PLAN

DATE:	
APPROVED BY:	B. POTTER
CHECKED BY:	B. POTTER

ARCHITECT'S SEAL:

PAS PROJECT NUMBER:
1307

SHEET NUMBER
A-1

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BENCHMARK TOP NUT ON HYDRANT SOUTH OF WASHTENAW AVE & WEST OF MARION ST. ELEV=101.59 (ASSUMED DATUM).

REVISIONS -

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DATE 1-15-14
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FILE NO. 10053

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City Of Ypsilanti Non-Motorized Advisory Committee
2013 Annual Report

Introduction

The City of Ypsilanti Non-Motorized Advisory Committee was created out of a recommendation in the City Non-Motorized Plan and serves under the City Of Ypsilanti Planning Commission. The Committee was created in September 2010.

The Statement of Purpose of the Committee is as follows… "The City of Ypsilanti Non-Motorized Advisory Committee, working through the Planning Commission, will work to enact recommendations of the City of Ypsilanti Non-Motorized Plan so as to offer residents increased non-motorized transportation and recreation options as well as having the Plan creating economic and quality of life incentives to the City".

Operations

The Committee met every month of 2013 on the first Thursday of the month with the exception being no July meeting due to conflicts with the Independence Day holiday.

Current members of the Committee are as follows…

- Adam Gainsley (Washtenaw Bicycling & Walking Coalition) – Term expires January 2014
- Kevin Hill (Downtown Development Association) – Term expires January 2014 – Note: Alternative DDA NMAC liaison is DDA Director Tim Colbeck
- Rod Johnson (Chairman – City of Ypsilanti Planning Commission) – Term expires January 2014
- Laura Shiltz – Term expires January 2014
- Bob Krzewinski (City of Ypsilanti Recreation Commission) – Term expires January 2015
- Richard Murphy (City of Ypsilanti Planning Commission) – Term expires January 2015
- Cheryl Weber (Full Circle Community Center) – Term expires January 2015

Non-Motorized Advisory Committee 2013 Actions
During 2013 the Committee actively worked to complete many of the goals of the Non-Motorized Plan, as listed below.

- The Committee's By-Laws were revised with updated language indicating the term of office for members, how members are appointed, how the Committee Chair is selected and a requirement for an annual Committee report.

- The Committee continued to work to support actions to complete an off-road placement of the cross-County Border To Border Trail through Ypsilanti. This included letters of support to the Planning Commission/City Council, attending the Washtenaw County Parks & Recreation Commission (WCP&RC) Greenways Advisory Committee and field trips with City Planning staff as well as WCPR&RC staff to scout out possible new Trail routings.

- Ypsilanti Bicycle & Walking Maps – The Washtenaw Area Transportation Study, along with the Washtenaw County Parks and Recreation Commission, has started work in 2013 on a series of new County bicycle maps. These maps may have a County-wide map on one side and on the flip side will have one of three specific-area bike maps (Ann Arbor, eastern Washtenaw County or Dexter/Chelsea). Tentative plans are to have the new maps ready for printing in the late summer of 2014. Non-Motorized Advisory Committee members have been present at map meetings and will continue to do so in 2014.

- Eastern Michigan University Along with Washtenaw County Parks & Recreation Commission staff and City Planning Department staff, met with Eastern Michigan University personnel to explore non-motorized improvements to the University campus area. Future regular meeting are also planned between all parties.

- Public Input – The Committee's meetings always start with a public input session on the City's Non-Motorized Plan and the work of the Committee. The Committee also maintains a Facebook page offering an opportunity for additional public input.

- Publicity/Outreach – Committee meetings are publicized though an official City notice though the City Clerks office as well as announcements over the Committee's Facebook page as well as through other email/Facebook pages (i.e. Bike Ypsi, Ypsilanti Health Coalition, etc.). Committee work was also highlighted in the Ypsilanti Courier and AnnArbor.com through the year, as well as radio interviews over WEMU promoting Committee projects as well as Bike-Bus-Walk week and Committee priorities. The Committee also maintains a non-motorized information rack inside Ypsilanti Cycle on Michigan Avenue.

- Bicycle Parking – The Committee worked with the Downtown Development Association and City Planning Department over 2013 to list additional locations where additional bicycle parking loops could be placed in the City. These additional locations were then forwarded to the Downtown Development Agency for possible funding which by the end of 2013 resulted in the purchase and installation of additional bicycle racks.

- Complete Streets – Gave input to the City Planning Department on the rebuilding of Grove Road south of I-94, which included Complete Street improvements.

- Bicycling/Walking Safety & Outreach – In 2013 the Committee gave winter bicycling talks at the Michigan Avenue library and promoted safe trick-or-treating at the annual downtown Ypsilanti Halloween Festival.

- Ypsilanti Bike-Bus-Walk Week (May 12-18) - The Committee coordinated Bike-Bus-Walk week to encourage people to try alternative transportation once during the week in hope that it would become a year-round habit. Activities during BBW week included a bicycling safety talk at the downtown library by Bike Ypsi and the Committee, Bike-To-Work Day in Ypsilanti on May 17th (part of a nationwide event that day), a "Ghost Bikes" display of all white bikes commemorating cyclists hurt or killed and a joint Ypsi-Ann Arbor "Ride Of Silence" to commemorate cyclists hurt or killed (with an overall message urging all parties to share the road).

- I-94 & Huron Street Non-Motorized Crossing – Laura Shiltz is the Non-Motorized Committee member attending meetings with the Washtenaw Area Transportation Study (the County's main transportation planning agency) to improve non-motorized access to this intersection.

- Bike Friendly/Walk Friendly Community Designations - Committee member Adam Gainsley is continuing work on a League of American Bicyclists "Bike Friendly Community" application. Also, the Committee supported work by the City Planning Department to complete and submitted an application for Ypsilanti to become a "Walk Friendly Community".

- Washtenaw Bicycling and Walking Coalition - The Committee continues to work with this county-wide advocacy group with Committee member Laura Shiltz attending a WBWC outreach session in the late summer of 2013.

- The Committee held a National Trails Day event (cosponsored by the City Recreation Commission and Friends Of The Border Trail) on June 1st at the Water Street Trail area, with an information table and guided walks.

- The Committee started work on creating a Ypsilanti Bike Friendly Business program, which would not only encourage businesses to take steps that would attract cyclists, but also encourage businesses to encourage incentives for their employees to bike to work.

- Committee Priorities – Work began in October 2013 on planned Committee priorities for 2014. Besides general projects, priorities are also being set for the top-five list for categories of proposed new bicycle lanes, sidewalk improvements and pedestrian/cyclist signage.

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes
December 16, 2013

1. Call to order – The meeting was brought to order at 7:05pm at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members present were Kevin Hill, Bob Krzewinski and Laura Shiltz. Also present was City Council member Pete Murdock and Tony Bedognea on the City Planning Commission.
2. Introductions
    a. Audience participation/public Input – none.
3. General business
    a. Agenda approval - A motion was made by Laura Shiltz, seconded by Bob Krzewinski, to accept the December agenda, with no objections.
    b. Approval of November meeting minutes - A motion was made by Laura Shiltz, seconded by Bob Krzewinski, to accept the November minutes, with no objections.
    c. Committee members – new members & reappointments – As per the Committee by-laws, at the yearly December meeting, new/reappointed Committee members are to be selected and forwarded to the Planning Commission for approval. At the meeting, the following individuals were selected for appointment – Tony Bedognea (new), Laura Shiltz (reappointment) and Kevin Hill (reappointment). Bob Krzewinski will forward these names to the Planning Commission.
    d. Draft 2013 Committee Annual Report – A copy of the draft Committee annual report was distributed which will need to be approved at the January 2014 meeting.
    e. Other – At the January 2014 Committee meeting, the Committee will need to select a Chair, Vice-Chair and Secretary for the 2014 calendar year.
4. Old business
    a. 2013 Committee priorities
        - Sidewalk completion/improvements – Deferred to agenda item 4.c (2014 priorities).
        - I-94/Huron non-motorized crossing – Apparently some public input sessions were already held on this subject. A request will be made to the County transportation planning agency, WATS, to include Committee members in on project communications. Also, this project was in a recent Ann Arbor News article.
        - Downtown bike routes-signage-maps – Short discussion held about the new map format.
        - Additional bike parking hoop locations & bike corrals – Some new bicycle racks were installed before winter weather set in. Additional racks will be installed in the spring.
        - Border To Border Trail Ypsilanti completion – According to the City Planning Department, construction is on track for the spring of 2014 for construction of the Trail from Riverside Park to Grove Street.
        - Bike Friendly – Walk Friendly Community applications – Bike Friendly application is to be submitted by Adam Gainsley by the February deadline. Walk Friendly application should be submitted by the end of the year by the Planning Department.
        - Additional bike lane locations – Deferred to agenda item 4.c (2014 priorities).
    b. Ypsi bike-friendly businesses
    c. 2014 priorities – Discussion was held to finalize Committee's 2014 priorities with an understanding that some projects have already started, others could be completed in 2014 and others may be multi-year projects. List of priorities is attached to minutes as a separate document.
    d. Committee project "helpers" – Bob Krzewinski working on a list of volunteers to help the Committee with projects, such as individuals willing to attend public meetings to support non-motorized projects, staff information tables and help with events.
5. New Business
    a. Planning Department update – Incorporated into meeting proceedings.
    b. Other – Kevin Hill discussed downtown summer promotions (i.e. summer music festivals) with perhaps a "green" night with an environmental theme (including bikes and walking) like the Ann Arbor Green Fair to include bicycle valet parking. A short discussion was held on the new sidewalk snow removal requirement of 24 hours (previously 48 hours to clear sidewalks) which is effective in early January.
6. Other Items – Announcements – None.
7. Adjournment – Next meeting, Thursday, January 2, 2014, Ypsilanti District Library

City Of Ypsilanti Non-Motorized Advisory Committee
2014 Priorities

1. Ypsilanti bicycling/walking map (In progress with Washtenaw Area Transportation Study – WATS, and the Washtenaw County Parks & Recreation Commission – expected completion late summer 2014)
2. Border To Border Trail completion progress
    - Formulate a conceptual plan for the Frog Island Part to Eastern Michigan University segment
    - Work to complete a gap in the Trail from Grove Street to I-94 connecting with a completed segment in Ypsilanti Township
    - Work to have Trail rebuilt in Riverside & Frog Island Parks
3. Update the City Non-Motorized Plan (current plan is dated to the end of 2014)
4. Sidewalk improvements (additional list below) and funding sources.
    - Washtenaw Avenue – North side of road from Eastern Michigan University to Hewitt – Complete sidewalk gaps, perhaps in conjunction with the Re Imagine Washtenaw project
    - North Huron Street – Jarvis north/northwest to LeForge – Could become a part of the Border To Border Trail
    - Catherine Street – Huron Street east to Spring Street – Would help Chidister Place housing complex residents access downtown Ypsilanti
5. Work to add additional bike lanes and find funding sources
    - Forest Avenue – Prospect west to River - Bike lanes presently exist both west and east of this segment
    - Cross Street – Wallace west to City limit – Would involve road diet, changing four lanes to two with center turn lane and bike lanes – Could alleviate speeding problems in school zones – Potential to extend project further west to Hewitt Road working with Ypsilanti Township
    - Huron & Hamilton Streets – Would involve road diet, deleting on traffic lane which in turn would be used for bike lane and periodic on-street parking – Narrower road width may also alleviate speeding
6. Bike Friendly Community & Walk Friendly Community applications completed and submitted
7. Bike Friendly Business program – establish program to persuade businesses to attract cyclists (i.e. but also encourage businesses to have employees bicycle to work
8. Public education outreach to encourage bicycling and walking (at Fall/Spring Bike Ypsi rides, Eastern Michigan University student events, downtown Library programs/displays and snow removal education).
9. Increased pedestrian/bicycling safety signage/pavement marking improvements
    - North Huron Street left turn to Cross Street – “Caution – Pedestrian Crossings” sign, flashing lights, rumble strips (problem – high speed traffic with lane changes in a senior housing area)
    - South Hamilton Street at Michigan Avenue – “Stop Here On Red” sign, improved “No Turn On Red” signage (problem – traffic regularly stops on crosswalk markings, makes right turns on red)
    - Cross Street and Washtenaw Avenue intersection (problem – pedestrians crossing road at numerous points)
    - South Hamilton Street mid block crossing (problem – no pedestrian crossing from Michigan Avenue south to Harriet Street)
    - Huron Street – Improved signage, enhanced markings, mid-block crossing at Riverside Art Center (problem – high speed traffic southbound)

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes - Thursday, January 2, 2014

1. Call to order – The meeting was brought to order at 7:07pm at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members present were Tony Bedogne, Diana Gonzalez and Bob Krzewinski.
2. Introductions
    a. Audience participation/public Input – None.
3. General business
    a. Agenda approval – A motion was made by Bob Krzewinski, seconded by Tony Bedogne, to accept the meeting agenda with no objections.
    b. Approval of December meeting minutes – Noting a few corrections, a motion was made by Bob Krzewinski, seconded by Tony Bedogne, to accept the December 2013 meeting minutes with no objections.
    c. Committee members – new members & reappointments - Tony Bedogne (also a member of the City Planning Commission) reported the Planning Commission, at their December 18, 2013 meeting, approved the appointment to the Non-Motorized Advisory Committee of Tony Bedogne, Diana Gonzalez, Kevin Hill (reappointment) and Laura Shiltz (reappointment), each serving a two-year term effective January 1, 2014.
    d. Committee 2014 Chair, Vice-Chair, Secretary – Bob Krzewinski continues a second year in 2014 of a two-year term of office as Committee Chair. It was deferred until the February Committee meeting to choose a Committee Vice-Chair and Secretary.
    e. Draft 2013 Committee Annual Report – A motion was made by Tony Bedogne, seconded by Bob Krzewinski, to approve the 2013 Non-Motorized Advisory Committee annual report, which in turn will be forwarded to the Planning Commission and City Council through the Planning Department.
    f. February meeting location and date – On a one-time basis, it was decided to move the February meeting to a Saturday time, namely Saturday, February 8, 2pm at the downtown Library (meeting room has been confirmed with the Library).
4. Old business
    a. 2014 Committee priorities
        - Ypsilanti bicycling/walking map – The next meeting concerning a new bicycle map will be on Thursday, January 16, 8:30am at the Washtenaw County Parks and Recreation Commission Greenways Advisory Committee meeting, 2230 Platt Road.
        - Border To Border Trail completion progress – No new updates.
        - Update the City Non-Motorized Plan (current plan is dated to the end of 2015) – A suggestion was made to focus one Committee meeting on the Non-Motorized Master Plan.
        - Sidewalk improvements – Washtenaw Avenue – North Huron – Catherine Street – Discussion was held on what might be the easiest and most needed project with a consensus reached to fill sidewalk gaps along Catherine Street so as to more readily connect the Chidister Place housing complex with downtown. Bob Krzewinski will set up a meeting with the Planning Department to discuss this further.
        - Additional bike lanes – Forest Avenue – West Cross Street – Huron & Hamilton Streets – A consensus was reached on setting a priority on Forest Avenue bike lanes between Prospect and River Streets. Also discussed was setting up a protocol for all new bike lanes in the City (i.e. distributing information flyers to residents, public meetings, etc.). Bob Krzewinski will set up a meeting with the Planning Department to discuss this further.
        - Bike Friendly Community & Walk Friendly Community applications – No new updates.
        - Bike Friendly Business program – A sample application form was passed around for comment.
        - Public education outreach to encourage bicycling and walking – A discussion was held on public education (i.e. press releases) about the recent change to the City sidewalk snow removal ordinance requiring sidewalks be cleared within 24 hours of a snowfall. Bob Krzewinski will check with City Hall on whether the City will be doing any media work on this and if not, send out press releases through the Non-Motorized Advisory Committee.
        - Signage/pavement marking improvements – N. Huron & Cross – Hamilton & Michigan – Cross & Washtenaw (EMU) – S. Hamilton mid-block crossing – Huron & Pearl - Bob Krzewinski will set up a meeting with the Planning Department to discuss this further.
    b. Committee project “helpers” – A list of potential jobs/projects was discussed for volunteers to assist the Committee with, such as attending City Council meetings to support non-motorized issues and staffing information tables.
5. New Business
    a. Planning Department update – No new update.
    b. Other – Committee members were asked areas that they would like to become involved with Diana Gonzalez interested in Safe Routes To School and Ghost Bikes (white bikes placed at locations where cyclists were hit with a sign urging everyone to share the road). Tony Bedogne was interested in the new Ypsilanti bicycle map, bike lanes and the Bike Friendly business program. Bob Krzewinski will also look into grants for “Drive Like Your Kids Live Here” signs - http://drivelikeyourkidslivehere.com/our_store.
6. Other Items – Announcements – WEMU aired a segment on New Years Day morning news about the Non-Motorized Advisory Committee’s 2014 priorities.

7. Adjournment – A motion was made by Tony Bedogne, Seconded by Diana Gonzalez, to adjourn the meeting with no objections. The meeting was adjourned at 8:20pm.

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes
February 8, 2014

1. Call to order – The meeting was brought to order at 2:05pm, Saturday, February 8, 2014 at the Ypsilanti District Library, 229 West Michigan Avenue, downtown Ypsilanti. Committee members attending were Tony Bedogne, Bob Krzewinski, Laura Shiltz and Cheryl Weber. Also attending was City Council member Pete Murdock.
2. Introductions
    a. Audience participation/public Input – None.
3. General business
    a. Agenda approval - A motion was made by Laura Shiltz, seconded by Tony Bedogne, to accept the meeting agenda with no objections.
    b. Approval of January meeting minutes - A motion was made by Laura Shiltz, seconded by Tony Bedogne, to accept the January meeting minutes with no objections.
    c. Committee 2014 Vice-Chair, Secretary – Laura Shiltz volunteered to be Committee Vice-Chair. Secretary position is still open.
    d. Other – On the subject of what projects each Committee member was interested in working on, Laura Shiltz mentioned bike maps, and the I-94/Huron Street non-motorized crossing. Cheryl Weber mentioned sidewalks and special events.
4. Old business
    a. 2014 Committee priorities
        - Ypsilanti bicycling/walking map – Tony Bedogne supplied samples of "mark –up" maps where streets could be color coded for good or bad for cycling. Tony will make up additional map copies with the intent being at the March meeting to start color-coding streets for their bike-friendliness. Cheryl Weber will contact Adam Gainsley to check on what work he had done on the bicycle map project.
        - Border To Border Trail completion progress – Bob Krzewinski will contact Washtenaw Country Parks & Recreation Commission staff about filling in the Trail gap along the west side of Grove Road from the I-94 bridge north for ½ mile (to hook up with the Water Street Trail segment). Bob will also discuss with staff a potential Trail routing from Forest Avenue to Leforge Road alongside Huron Street.
        - Update the City Non-Motorized Plan (current plan is dated to the end of 2014) – No new news.
        - Sidewalk improvements – Washtenaw Avenue – North Huron – Catherine Street – Bob Krzewinski met with City Planning Department staff in January with a suggestion made that once snow cover is gone, to sketch out possible sidewalk routes along Catherine Street as a first step in filling in this gap. For Washtenaw Avenue, Planning staff will look into filling in sidewalk gaps as a part of the Re-Imagine Washtenaw project. On North Huron sidewalks, this will be discussed with Washtenaw Country Parks & Recreation Commission staff as a possible Border To Border Trail segment.
        - Additional bike lanes – Forest Avenue – West Cross Street – Huron & Hamilton Streets – City Planning Department staff checking into possible actions.
        - Bike Friendly Community & Walk Friendly Community applications – The 2013 deadline for the Walk Friendly Community application was missed and will have to be submitted by December 15, 2014. It was suggested that a Committee member help assist the application and that a copy of the application be obtained. The deadline for the Bike Friendly application is February 19, 2014 and Cheryl Weber will check with Adam Gainsley about the Ypsilanti application status.
        - Bike Friendly Business program – No new updates.
        - Public education outreach to encourage bicycling and walking – A discussion was held on snow removal and educating the public about sidewalk snow removal ordinances.
        - Signage/pavement marking improvements – N. Huron & Cross – Hamilton & Michigan – Cross & Washtenaw (EMU) – S. Hamilton mid-block crossing – Huron & Pearl – Being reviewed by City Planning Department staff.
    b. Committee project "helpers" – Bob Krzewinski has started an email list of potential Committee "helpers" with one goal of lining up volunteers to attend City Council meetings where non-motorized issues will be discussed.
5. New Business
    a. Planning Department update –No new updates.
    b. Prospect Avenue rebuild non-motorized aspects – A discussion was held on Committee input to the City on this project. Bob Krzewinski will draft a letter to the Planning Commission/City Council with Committee input points.
    c. Depot Town non-motorized use safety improvements – Pete Murdock gave an overview on non-motorized safety concerns on Cross Street, especially Depot Town. . Bob Krzewinski will draft a letter to the Planning Commission/City Council with Committee concerns about Cross Street pedestrian safety problems.
    d. West Michigan Avenue "road diet" reconsideration – City Council may be reviewing the road diet of West Michigan Avenue in March with a possibility that the road will be returned to four-lanes. Bob Krzewinski will draft a letter to the Planning Commission/City Council urging that the road diet be continued for safety reasons.
6. Other Items – Announcements – None.

7. Adjournment - A motion was made by Tony Bedogne, Seconded by Cheryl Weber, to adjourn the meeting with no objections. The meeting was adjourned at 3:36pm. The next Committee meeting will be Thursday, March 6, 7pm at the downtown Ypsilanti District Library.

City Of Ypsilanti Non-Motorized Advisory Committee
1 South Huron Street
Ypsilanti, Michigan 48197

February 8, 2014

City Of Ypsilanti Planning Commission
1 South Huron Street
Ypsilanti, Michigan 48197

Reference: Cross Street Pedestrian Safety Improvements

Dear Commission Members

It is widely understood that pedestrians face safety challenges along sections of Cross Street in Ypsilanti, with two areas of special concern being the Depot Town area as well as in the vicinity of Eastern Michigan University. A major issue in Depot Town is traffic speeding though an area of high pedestrian issue, where around EMU, pedestrians must cross multiple lanes of traffic to traverse Cross Street and Washtenaw Avenue.

Along these lines, the City of Ypsilanti Non-Motorized Advisory Committee urges the following actions…

- Signs be installed at major pedestrian crossings of Cross Street stating “State Law – Yield To Pedestrians Within Crosswalk” as pictured below.

- Crosswalks along Cross Street, especially mid-block crossings, have prominent crosswalk pavement markings with routine maintenance on such markings.
- Consideration be given to a 20 mile-per-hour speed limit in the Depot Town area between River Street and Rice Street.
- Prominent signage be installed in the Depot Town and EMU sections of Cross Street indicating to motorists they are approaching a major pedestrian area.
- Rumble strips be considered on the downhill section of westbound Cross Street just east of River Street to alert motorists that to lower traffic speeds.
- On the curve from northbound Huron Street west to Cross Street (near the Firehouse Museum), rumble strips be installed as well as “Slow – Pedestrian Area” signs to slow traffic for pedestrians trying to traverse Cross Street at Washington Street near the Cross Street Village senior apartments. Pedestrians in this area now encounter fast moving motorists who also may be changing lanes.

Thank you for your consideration of these requests which would greatly help with pedestrian safety along Cross Street.

Sincerely,
Bob Krzewinski
Chair
City Of Ypsilanti Non-Motorized Advisory Committee.

City Of Ypsilanti Non-Motorized Advisory Committee
1 South Huron Street
Ypsilanti, Michigan 48197

February 8, 2014

City Of Ypsilanti Planning Commission
1 South Huron Street
Ypsilanti, Michigan 48197

Reference: West Michigan Avenue

Dear Commission Members

It has come to the attention of the City of Ypsilanti Non-Motorized Advisory Committee that City Council may be reviewing the present configuration of West Michigan Avenue where a four-lane street was converted to two traffic lanes, a center turn lane and bicycle lanes. The Non-Motorized Advisory Committee strongly urges that the present configuration of West Michigan Avenue be maintained.

A two traffic lane/center turn lane configuration, besides offering motorists a safe area to stop before making a left turn (and avoid being rear-ended), also permits the use of bike lanes and allows pedestrians crossing the road to have a mid-road area of little traffic.

The reduction to two traffic lanes also tends to dramatically reduce the number of motorists going faster than posted speed limits as well as crashes due to inappropriate lane changes.

At the same time, it is understood that regular maintenance is needed on lane markings on West Michigan Avenue, as markings tend to fade and wear, resulting in motorist confusion. We also recommend increased signage indicating four-lane to two-lane transition areas as well as additional bicycle lane signage (so motorists do not think a bike lane is just another “narrower” traffic lane).

Again, the Non-Motorized Advisory Committee strongly urges that the present configuration of West Michigan Avenue be maintained. Thank you for your consideration of this request.

Sincerely,

Bob Krzewinski
Chair
City Of Ypsilanti Non-Motorized Advisory Committee.

City Of Ypsilanti Non-Motorized Advisory Committee
1 South Huron Street
Ypsilanti, Michigan 48197

February 8, 2014

City Of Ypsilanti Planning Commission
1 South Huron Street
Ypsilanti, Michigan 48197

Reference: Prospect Avenue Reconstruction

Dear Commission Members

The members of the City of Ypsilanti Non-Motorized Advisory Committee would first like to applaud the City government for making the reconstruction of Prospect Avenue a priority as this project also affects pedestrians and bicyclists.

Keeping in mind that the City has adopted a Complete Streets ordinance which calls for non-motorized improvements when a street is constructed or rebuilt, it is expected that the project would include at a minimum, Americans with Disabilities Act *(*ADA*)* compliant sidewalk crossings with prominent crosswalk pavement markings.

The Committee realizes that the total width of Prospect Avenue is limited but still urge a review of whether bike lanes on the project could be accommodated. If design constraints do not allow bike lanes, the Committee urges that traffic lanes be narrow enough to leave some area for bicycle use towards the shoulder (using “fog” lines), perhaps in conjunction with sharrow markings. An added benefit of narrower traffic lanes would be slower traffic speeds as demonstrated in Federal Highway Administration studies on this subject.

Also, at the far south end of the reconstruction project, where Prospect meets Grove Road, the Washtenaw County Parks & Recreation Commission in the future may be routing the Border To Border Trail along the west side of Grove Road. With this in mind, we would request that the Commission be consulted to coordinate sidewalk ramps with Trail plans.

The Non-Motorized Advisory Committee also understands the temporary speed bumps are being considered for streets adjacent to Prospect Avenue during the construction project so as to discourage inappropriate major traffic on residential streets as well as to cut down on motorists speeding. The Committee whole-heartedly supports such speed bumps in the name of pedestrian and bicyclist safety. From a cyclist standpoint, riders prefer to travel on streets with low traffic counts with speed bumps not being a major inconvenience for bicycle wheels.

Thank you for your consideration of these request and we look forward to a much improved Prospect Avenue.

Sincerely,

Bob Krzewinski
Chair
City Of Ypsilanti Non-Motorized Advisory Committee.